



## MONTGOMERY COUNTY EMPLOYEE RETIREMENT PLANS

### 2022 PLANNING & APPLYING FOR RETIREMENT SEMINARS Employees' Retirement System (ERS) – Retirement Groups A, E, F, G, H or J

**PLANNING** for Retirement Seminars - Planning seminars will provide information regarding when a member can retire, how the pension benefit is calculated and payment options. Members should attend a Planning seminar **at least 3 months prior** to the anticipated retirement date. Please see next page for registration instructions.

The seminars are scheduled from 9:30am - 11:00am on the following dates:

November 17, 2021	January 19, 2022	May 18, 2022	September 21, 2022
December 15, 2021	February 16, 2022	June 15, 2022	October 19, 2022
	March 16, 2022	July 20, 2022	November 16, 2022
	April 20, 2022	August 17, 2022	December 21, 2022

*\*Participants **exiting** Police DRSP or Fire/Sheriff & Corrections DROP are not required to attend the ERS Planning seminars.*

- ❖ Prior to attending, print out a Pension Estimate. Log on to the ePortal with your County username and password at <https://eportal.montgomerycountymd.gov>.
- 1. Choose the PeopleSoft / Pension Administration option
- 2. Click on Self Service and then Benefits Information
- 3. Click on Pension Estimates. Retirement date should be first of the month in which you plan to retire.
- ❖ For information regarding Retiree Health & Life Insurance, you **MUST register for a separate Pre-Retirement Health Insurance seminar**. Please click [here](#) for information.

**APPLYING** for Retirement - When a member has decided on a retirement date, you need to apply **60 days prior** to your retirement date through our portal. *It is recommended that you attend one of our Planning for Retirement seminars before applying for retirement.*

Portal: <https://eportal.montgomerycountymd.gov/goto/ERSRetiree/>

November 1, 2021 (Deadline for 1/1/22 Retirement)	June 1, 2022 (Deadline for 8/1/22 Retirement)
December 1, 2021 (Deadline for 2/1/22 Retirement)	July 1, 2022 (Deadline for 9/1/22 Retirement)
January 1, 2022 (Deadline for 3/1/22 Retirement)	August 1, 2022 (Deadline for 10/1/22 Retirement)
February 1, 2022 (Deadline for 4/1/22 Retirement)	September 1, 2022 (Deadline for 11/1/22 Retirement)
March 1, 2022 (Deadline for 5/1/22 Retirement)	October 1, 2022 (Deadline for 12/1/22 Retirement)
April 1, 2022 (Deadline for 6/1/22 Retirement)	November 1, 2022 (Deadline for 1/1/23 Retirement)
May 1, 2022 (Deadline for 7/1/22 Retirement)	December 1, 2022 (Deadline for 2/1/23 Retirement)

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#### Montgomery County Employee Retirement Plans

101 Monroe Street, 15<sup>th</sup> Floor • Rockville, Maryland 20850  
Retirement Benefits 240-777-8230 | Fax 301-279-1424 | [Retirement@montgomerycountymd.gov](mailto:Retirement@montgomerycountymd.gov)

## **How to register for a Retirement seminar**

Log into the County's ePortal at <https://eportal.montgomerycountymd.gov>. If you need assistance with the registration process, please contact the OHR Training Team at 240-777-5116.

1. Select **Oracle Employee Self Service (ESS)**
2. Select **MCG HR Employee Self-Service**  
*\*Scroll down to **Learner Access: Learning** and click on **Learner Home***
3. In the Search bar enter "**retire**"
4. Click on the icon (yellow envelope) below **Choose or Enroll in class**
5. Click on the icon (yellow envelope on right hand side of the page) next to the retirement course you are selecting
6. Click on "**Enroll**", "**Review**" and "**Submit**"

All seminars will be conducted virtually. You will be sent an invite a few days before the seminar with a link to join the session.

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If you are an ERS (Group A, E, F, G, H or J) member planning to retire, you should register for the following courses:

1. ERS Retirement Planning- ERS Groups A, E, F, G, H or J Class
2. Health Insurance Planning for Retirement Class
3. Enrolling in Health Insurance Benefits Seminar

Members of the **401(a) Retirement Savings Plan (RSP)** or **Guaranteed Retirement Income Plan (GRIP)** should contact the onsite Fidelity representative at 240-777-8228 or [fidelityonsite@montgomerycountymd.gov](mailto:fidelityonsite@montgomerycountymd.gov) for retirement counseling information. Appointments can be scheduled online at <http://www.montgomerycountymd.gov/mcerp/investment/counseling.html>.